

UNITED STATES MARINE CORPS
Logistics Operations School
Marine Corps Combat Service Support Schools
Training Command
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MTMOC 2509

STUDENT OUTLINE

CONVOY COMMANDER'S BRIEFING OUTLINE

LEARNING OBJECTIVES:

1. TERMINAL LEARNING OBJECTIVES: Given the references and requirement to direct the movement of a tactical convoy, conduct a tactical convoy, per FM 55-30, FMFM 4-9, and TM 11240-14/2. (3510.1.19)
2. ENABLING LEARNING OBJECTIVE: Given the references and requirement to direct the movement of a tactical convoy, prepare a convoy commander's brief, per FM 55-30, FMFM 4-9, and TM 11240-14/2. (3510.1.19e)

OUTLINE

1. **PREPARATION OF PERSONNEL AND EQUIPMENT FOR MOVEMENT.** A number of actions must take place prior to our departure on the convoy.

a. A warning order must be issued to alert units that will participate in the planned move.

(1) The order, issued by the commanding officer via the operations section (S-3), will indicate the general purpose of the convoy, the destination, the type of movement, and the approximate time schedule.

(2) The order will also designate the convoy commander.

(3) Upon receipt of the warning order, alerted units participating in the operation will begin preparing their vehicles, equipment, and personnel in accordance with the SOP.

(4) The warning letter may be written or oral.

(5) Upon receipt of the warning order, a detailed briefing should be given to key personnel.

b. The operations order, issued by the S-3, is used as a basis for the movement order and briefing outline prepared by the convoy commander.

c. Liaison and Coordination. Liaison and coordination are performed by the convoy commander himself to the maximum extent possible.

(1) Liaison and coordination are required as follows:

(a) Units through whose tactical area of responsibility (TAOR) the convoy will move must be contacted to determine restrictions or special requirements, if any, and support which may be provided to the convoy by these units. This liaison may be conducted during the route reconnaissance and the information gained can be used in planning the move.

(b) Items to be coordinated with units being transported include the movement schedule, preparation of troop-carrying vehicles, location of vehicles in the convoy, command relationship, communications, and the actions in the event of enemy attack.

(c) Topics to be discussed with combat support elements provided for convoy security include the mission, the route to be followed, the enemy situation, anticipated difficulties, and what was covered with the units being moved.

(d) Fire support elements.

1 Elements providing fire support should be advised of the convoy's mission, its size, and the route to be followed; to include start and release points, time schedule, and check points.

2 The exchange of call signs, radio frequencies, and other signal operating instructions should be coordinated.

3 Coordination must be effected with fire support elements if priority of fires for the convoy is to be obtained because fire support elements establish priorities for supported unit fires.

4 An overlay should be obtained showing reference points and concentrations planned for supporting fires.

(e) Liaison and coordination with the engineer support elements should include the following:

1 The mission, march schedule, route to be followed, and the enemy situation.

2 Any requirements for engineer support prior to movement.

3 Their location in the convoy, the type of support requirements anticipated, and actions in the event of enemy attack.

(f) Liaison and coordination with the military police elements should include:

1 Traffic control along the route.

2 Their actions in support of the convoy if they provide escort for the convoy.

3 The mission, march schedule, route to be followed, communications, and the command relationship.

d. Staging of Equipment

(1) Vehicles are lined up in the prescribed order of march, including escort vehicles.

(2) Final vehicle maintenance and load security inspections are conducted.

(3) Convoy communications means (radio and alternates) and weapons are checked.

(4) Troops are inspected.

(5) Convoy personnel are briefed.

(6) Staging is an all hands operation.

(7) Requires an area large enough to accommodate all vehicles.

(8) A group of staged vehicles presents a very lucrative target.

(a) Hold time spent in the staging area should be kept to a minimum.

(b) The guideline is thirty minutes per twenty-five vehicles, not to exceed two hours.

2. PREPARATION OF A CONVOY COMMANDER' BRIEFING OUTLINE

a. Convoy personnel should be briefed after all vehicles are lined up in the order of march so that everyone in the convoy knows exactly where they fit in the convoy and where the support vehicles (wreckers, refuelers, security, et cetera) are located.

b. The briefing should be conducted by the convoy commander and given to all drivers, vehicle commanders, and passengers.

c. Sample Formats for the Convoy Commander's Brief are Found in:

(1) FMFM 4-9, Appendix J.

(2) TM 11240-14/2, Appendix E.

(3) FM 55-30, Appendix M.

d. The format of the brief is very similar to the familiar five paragraph order with a sixth paragraph, safety, added on. The content of the outline comes from the movement order.

(1) Situation.

(a) Friendly forces.

(b) Support units.

(c) Enemy situation.

(2) Mission.

(a) Type of cargo.

(b) Origin.

(c) Destination.

(3) Execution.

- (a) General organization of the convoy.
- (b) Time schedule.
- (c) Routes.
- (d) Convoy speed.
- (e) Vehicle distances/gaps.
- (f) Checkpoints.
- (g) Emergency measures.

1 Accidents.

2 Breakdowns.

3 Separation from convoy.

4 Attack.

a Action of convoy in the event of an attack.

b Action of the security forces during attack.

c Air watch and air attack alarms.

5 Medical support.

(4) Administration and logistics.

- (a) Cargo loading and unloading.
- (b) Control of personnel.
- (c) Cargo security.
- (d) Uniform and equipment.
- (e) Billeting arrangements.
- (f) Messing arrangements.

- (g) Refueling of vehicles.
- (h) Vehicle recovery.
- (i) Off-load instructions.
- (5) Command and signal.
 - (a) Location of convoy commander.
 - (b) Designation of assistant convoy commander.
 - (c) Succession of command.
 - (d) Action of the security force commander.
 - (e) Serial commander's responsibility.
 - (f) Arm and hand signals.
 - (g) Radio frequencies and call signs for:
 - 1 Control personnel.
 - 2 Security force commander.
 - 3 Fire support elements.
 - 4 Medical evacuation support.
- (6) Safety.
 - (a) Hazards of route and weather conditions.
 - (b) Defensive driving.
 - (c) Weapons safety and security.

3. CONVOY COMMANDER'S DUTIES

- a. Prior to Movement the Convoy Commander will:
 - (1) Make sure that security instructions have been followed.

- (2) View the loading of the vehicles.
- (3) Make sure the vehicles are properly staged.
- (4) Coordinate the defense plan with the security force.
- (5) Designate subordinate commanders.
 - (a) Establish a chain of command.
 - (b) Delegate duties to subordinate commanders.
- (6) Deliver the convoy commander's brief.
- (7) Supervise the final coordination and preparation for departure.

b. During the Movement the Convoy Commander will:

- (1) Position himself where he can best control the convoy.
- (2) Make continuous estimates of the situation.
 - (a) On the road.
 - (b) Around the line of march.
- (3) Make required location spot reports and after action reports.
- (4) Coordinate supporting arms.

c. After the Movement the Convoy Commander will:

- (1) Complete the after action report.
- (2) Prepare for the next mission.

REFERENCES

FM 55-30, Army Motor Transport Movements and Operations
FMFM 4-9, Motor Transport
TM 11240-14/2, Logistics Considerations for Motor Transport
Convoy Operations in a Guerrilla Environment